

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Wednesday, May 6, 2020

Time: May 6, 2020 04:00 PM Eastern Time (US and Canada)

Dial: +1 646 558 8656 US

Meeting ID: 891 2900 8676

Password: 257876

AGENDA

I Call to Order

II Pledge of Allegiance

III Roll Call

IV Approval of Agenda

At this time the Historic District Commission can take action to approve the May 6, 2020 Agenda.

V Approval of Minutes

At this time Historic District Commission can take action to approve the March 4, 2020 Meeting Minutes.

VI Public Comment on Agenda Related items

At this time the Chair will ask if there are any public comments.

VII New Business

- Do Not Enter Sign Presentation by Dennis terHorst

VIII Old Business

Permit Review

At this time the Commission may take action to close out any outstanding permits.

IX Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

X Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

XI Reports

DDA Director

Museum Curator

Museum Director

Planning & Zoning Administrator

XII Members Discussion

At this time the Chair will ask members of the Historic District Commission if they have any items they want to discuss.

XIII Work session

XIV Adjournment

HISTORIC DISTRICT COMMITTEE

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

March 4, 2020

A meeting of the 2020 Historic District Committee was held on Wednesday, March 4, 2020 at 4:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 4:00 by Chair Trucks.

Members Present: Dick Albee, Debra Greenacre, Kathryn Levy, Ron Helmboldt, Dennis Otto and Lee Trucks

Members Absent: William Connor

Others: Kyle Storey (City Zoning), Mike Szokola (GIS/Planner 1) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

MOTION by Commissioner Albee, seconded by Commissioner Levy to approve the Agenda as printed.

With a voice vote motion passed 6 to 0.

APPROVAL OF MINUTES

Commissioner Albee wished to amend the minutes under Old Business, Permit Review, 347/349 "progress is notable at" to "there is no visible progress at".

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to approve the February 4, 2020 minutes as amended.

With a voice vote motion passed 6 to 0.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

MEDC Presentation – S. Alan Higgins: Certified Local Government Coordinator-State Historic Preservation Office

Mr. Higgins gave a brief description of his position. He stated programs are available to assist communities to meet their goals.

- Grants are offered for brick and mortar type projects, preservation work, condition assessments, community preservation plan work plus others.
- They offer webinars, workshops, trainings, and educational sessions that can be presented at an HDC meeting.
- Grants have a minimum of \$10,000 and a maximum of \$100,000, most grants awarded are between \$40-80,000, 4-5 communities receive awards per year.
- Property acquisitions cannot be funded, however a brick and mortar grant on the property can be.
- Interior projects, such as a mechanical project, may possibly be awarded if it is for a building that is a civic or nonprofit property.
- A city owned building can qualify as a property.
- A land bank property could qualify if it is a municipal or nonprofit property.
- Riverwalks that are in a national registered area or an area tied to the area's history can be considered.
- Returning lighting back to the traditional lighting would require photo evidence of that area's past lighting type.

SHPO Annual Report Update

Mr. Storey stated the annual report documents from the Certified Local Government Historic District Commission's to the Michigan Economic Development Corporation-State Historic Preservation Office were submitted before the March 1st deadline and has been accepted.

Community Development Block Grant-Ramsdell Theatre: Seeking Letter of Support

The Ramsdell Theatre is working through a CDBG grant application for infrastructure building improvements. The Ramsdell Theatre is seeking a letter of support from the HDC to help aid in their application.

MOTION by Commissioner Albee, seconded by Commissioner Levy to write a letter of support for the Ramsdell Theater to aid with their CDBG grant application.

With a voice vote motion passed 6 to 0.

OLD BUSINESS

Permit Form Update

Mr. Storey provided updated forms to the HDC. The notable changes on all the forms included: adding a last bullet point on the Step-By-Step Guide, Status Update, a fee payment of \$50, and the new City letterhead at the top of each form.

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to accept the revised forms as presented.

With a voice vote motion passed 6 to 0.

Permit Review

Mr. Storey stated the permit for 400 River Street, WSCC façade improvements has been added to the outstanding permit listing. One permit on the list will expire in June.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

Dennis Ter Horst, 63 Clay Street, of Communicraft business stated there is a signage issue at the corner of River and Maple Streets. Presently “Do Not Enter” signs are in front of the masonry pillars. Signs should not promote a negative atmosphere. The question is whether the signs be kept or be removed. The suggestion is to place “One Way” signs with an arrow symbol, next to the light signals on the arm posts. Chair Trucks requested this be placed on next month’s meeting agenda to allow for better discussion regarding the matter when more information can be made available and to review other possible ideas. This will allow an opportunity to review the information and ideas so the HDC can share their views with the City.

CORRESPONDENCE

Mr. Storey stated he received communication of the application to the National Registry of Historic Places for the Guardian Angels Church. They passed the state level and now at the national level.

REPORTS

DDA Executive & Economic Development Director

Caitlyn, DDA Director, reviewed projects that are occurring.

- Ongoing work with several development agreements, infrastructure projects and consolidated Little River agreement.
- Downtown merchant requests of improvements concerning Riverwalk improvements, placemaking on the Riverwalk and parking.
- There are 2 active communities of design and development with summer projects. Projects of facade painting, uplifting and repairs of light posts and trash cans, and sidewalk lifting and repairs.
- 4 goals: business development, business retention, entrepreneurship and public relations.
- Program forms: CDBG rehabilitation pre-application, MEDC rental rehab guide, façade grant application, MDDA revolving loan program disclosure, MDSSA revolving loan application, personal financial statement, program guidelines and review board recommendations.

Museum Director

Mark Fedder, approved paint colors for 354 River Street, the former Sunrise Bakery/Fabric business. They are working on a project grant through the DDA. Summer is the projected start of the project.

Zoning Administrator

Mr. Storey informed the HDC that a Michigan Historic Preservation Network conference is being held in Kalamazoo. Conference information was given to the members. Mr. Storey informed the HDC of his departure from the County Planning Department. His last day will be March 13th. Mr. Mike Szokola will replace Mr. Storey as the City Zoning Administrator.

MEMBERS DISCUSSION

Mr. Otto inquired about the 347 River Street permit's expiration. Mr. Storey stated the permit cannot be extended. If the permit expires and the permit project has not been completed it will be turned over to the City. This building could then become blighted. This is the City's decision. Mr. Albee welcomed Ms. Levy to the HDC.

ADJOURNMENT

MOTION by Commissioner Albee, seconded by Commissioner Helmboldt to adjourn the meeting. The meeting was adjourned at 5:25 pm.

2020 Historic Study Review Committee

Nancy Baker, Recording Secretary

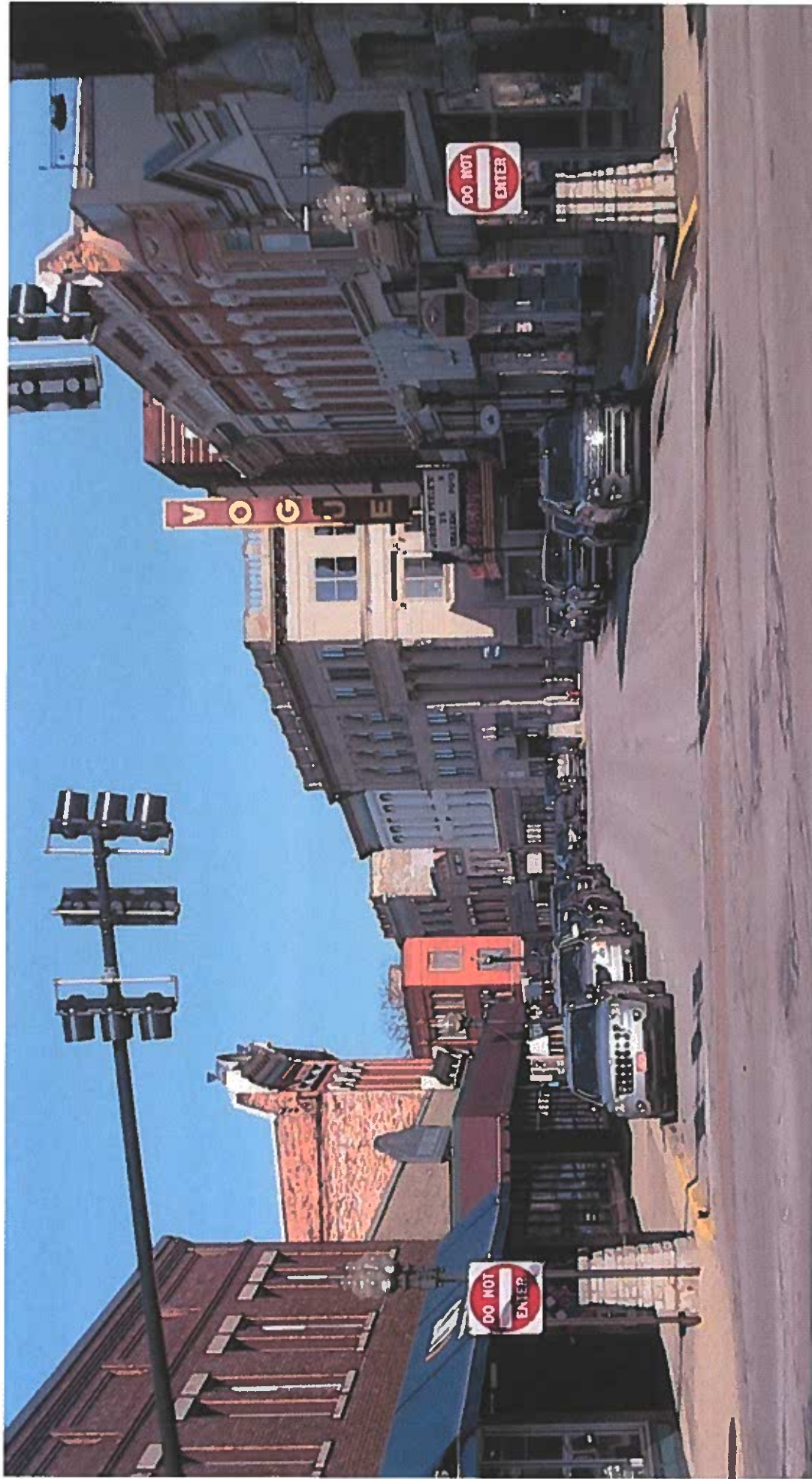


Image 1

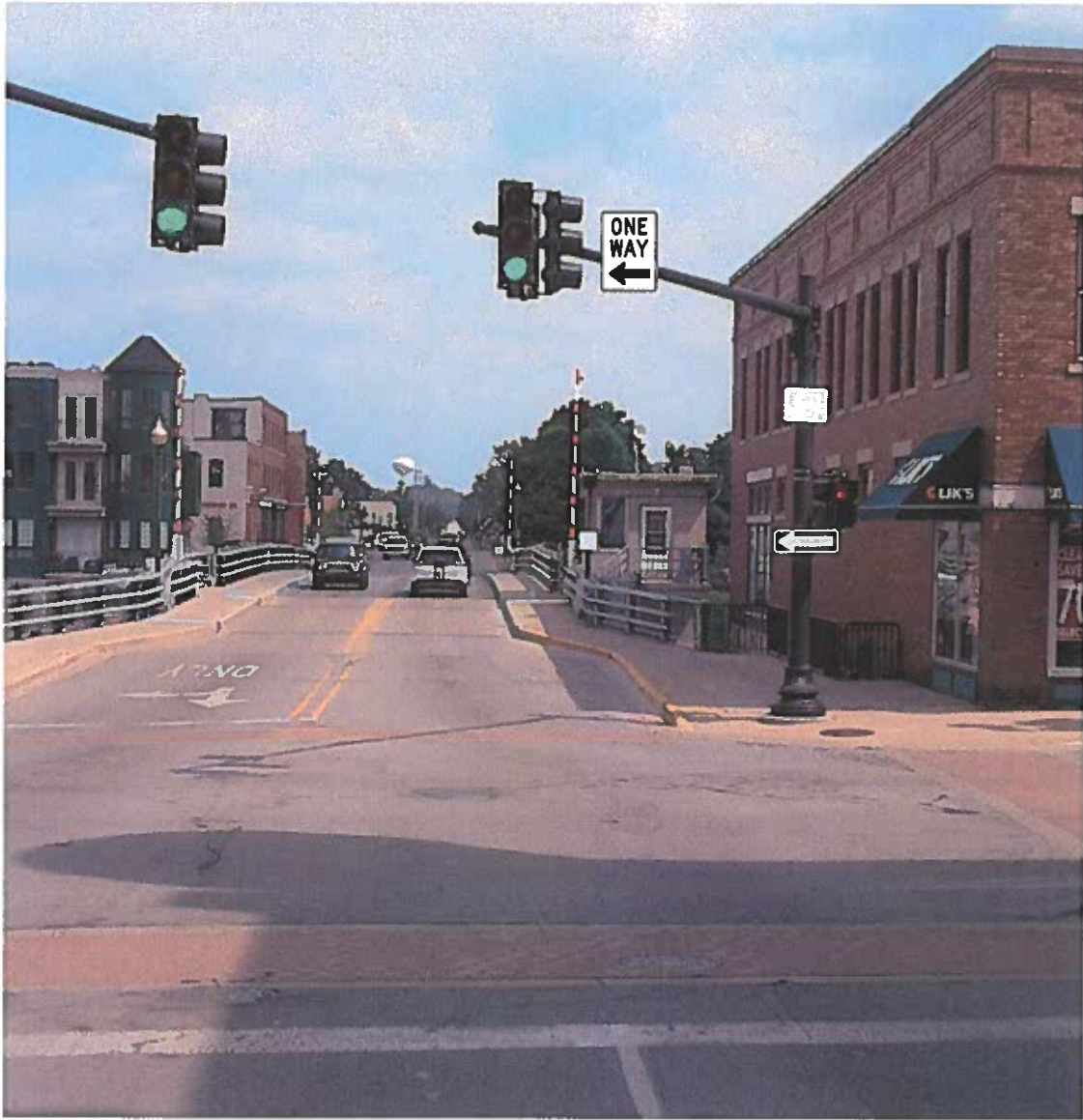


Image 2

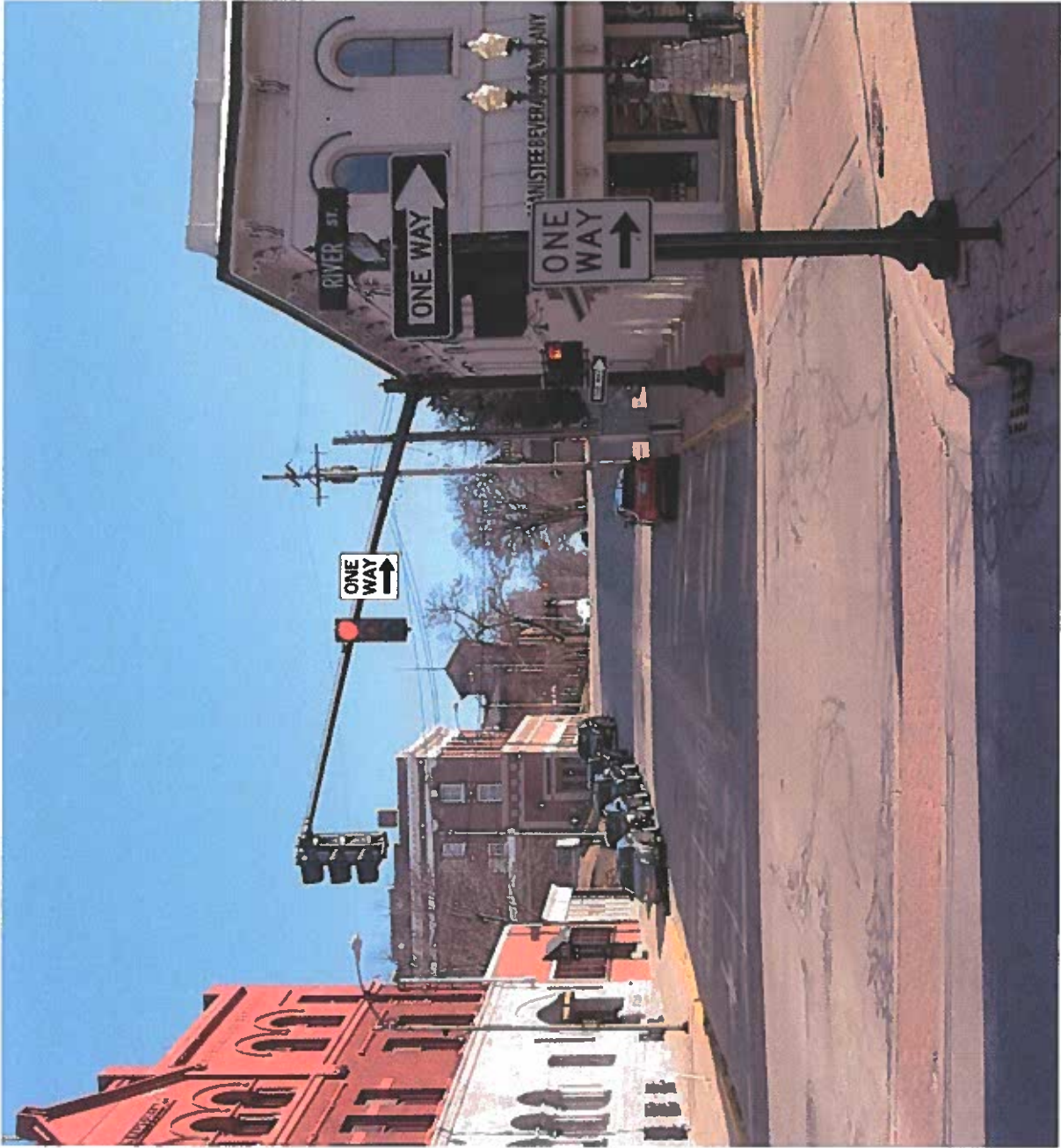


Image 3

Dennis terHorst

From: Mark Rodman [mrodman@mhpn.org]
Sent: Tuesday, March 31, 2020 8:40 AM
To: Dennis terHorst
Subject: Re: Manistee Historic District Traffic Signage

Dennis,

I agree. The "Do Not Enter" signs are quite jarring and are a detriment to the downtown historic area. Not only are they visually unpleasing, they are unwelcoming, which is not what you want for the central business district.

I think your proposal for signs on the masts makes perfect sense. They are up out of the way of the streetscape, but yet will catch the eye of drivers.

I agree with your stance and support your proposed solution.

Let me know if you make progress on this.

Our email addresses have changed. Please update your records.



Mark A. Rodman

Executive Director
Michigan Historic Preservation Network
313 E. César E. Chávez Avenue | Lansing, MI 48906
Phone: 517.371.8080 | Email: mrodman@mhpn.org
www.mhpn.org

From: Dennis terHorst <dthcommunicraft@gmail.com>
Sent: Friday, March 27, 2020 10:15 AM
To: Mark Rodman <mrodman@mhpn.org>
Subject: Manistee Historic District Traffic Signage

Mark ---

This is in regards to the Do Not Enter signs (Attachment D) that I spoke about on the phone.

As you can see, they stand out in a jarring fashion in the historic district. They do not exhibit a context sensitive solution to educating the motorist to River Street's one-way traffic flow. What's more, they communicate in a secondary, incidental way. A primary communication would be mounting one-way signs on the traffic signal mast arms (Attachments E & F). This is allowed in the Michigan Manual of Uniform Traffic Control Devices.

Replacing the Do Not Enter signs with the mast arm signs would render the safest intersection possible and save the streetscape from the disgrace of the Do Not Enter signs. I'm hoping you would concur. I will use your concurrence in my debate with the powers that be. In any case, I thank you for your consideration.

Regards,

P.S. I have been successful in having the redundant one-way pole signs removed that you will probably notice in the photos.

Dennis terHorst - President
Communicraft, Ltd. | graphic imaging
63 Clay Street • Manistee, MI 49660
231-723-9973

MANISTEE HISTORIC DISTRICT COMMISSION REVIEW
of
River and Maple Streets Traffic Signage

It is the opinion of the Commission that the Do Not Enter signs mounted in the River Street sidewalk at the intersection of River and Maple streets do not comply with Context Sensitive Design within the historic district. And recommend to the Downtown Development Authority that they are removed.

They are:

- negative, unfriendly and visually jarring to the general view-scape of the street.
- disruptive to the historic setting and not compatible with the street or building architecture.

The Commission suggests that traffic safety would best be served with the attachment of One-Way signs to the traffic signal mast arms. This would be primary and unmistakable communication to the motorist as to River Street traffic direction.

Adopted _____ March, 2020.

Lee Trucks, Chairman

Directed to:

Barry Lind, Chair DDA Design Committee
Kyle Mosher, Chair DDA



Mike Szokola
Planning/Zoning Administrator
395 Third St.
Manistee, MI 49660
231.398.3527
mszokola@manisteecountymi.gov
www.manisteemi.gov

Historic District Commission

Outstanding Permits

As of 5/6/2020

Date Originally Approved	Permit #	Status	Address	Name	Details	Status
3/7/12 4/2/15 4/2/15	PHDC12001 PHDC15004 PHDC15005	Expires 6/30/20	411 River St	Jeff Gordon	Entrance Door Storefront East Façade	Final Extension
10/02/08 7/10/09 6/6/11	PHDC08032 PHDC09014 PHDC11009	Expires 6/30/20	347/349 River St	Paula Rozmarek	Ledge Reconstruction Storefront Renovation/Restoration Entrance Door Replacement	Final Extension
5/02/19	PHDC19-001	Expires 5/01/20	354 River St	Cherri/Gerald Koblinski	Painting Building	Finished and Final Inspection Completed
7/31/19	PS19-010	Expires 7/30/20	432 River St	Manistee Elks Lodge	Awning Replacement	In progress
9/06/19	PHDC19-004	Expires 9/5/20	340 River St	Kellen Keck	Painting Building	In progress
12/11/19	PHDC19-007	Expires 12/10/20	400 River St	West Shore Community College	Façade Improvements	Not Begun

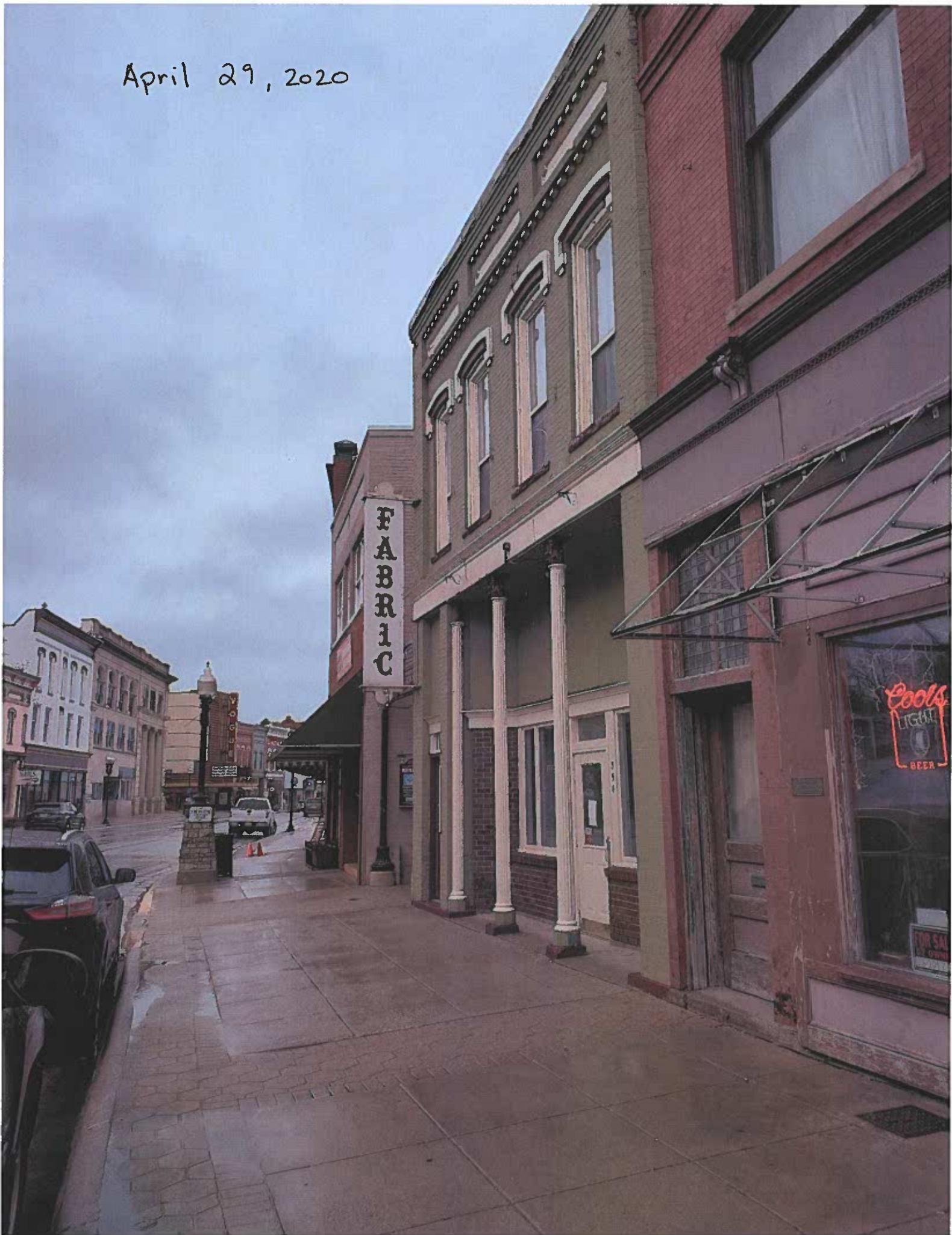
Nov. 22, 2005



April 29, 2020



April 29, 2020



April 29, 2020

